

City of Cambridge

PURCHASING DEPARTMENT

795 Massachusetts Ave. • Cambridge, Massachusetts 02139-3219

Amy L. Witts
Purchasing Agent

TO: All Bidders

FROM: City of Cambridge

DATE: November 24 2014

RE: File No. 6633 – Solar Energy Photovoltaic System and installation at the Walter J. Sullivan Water Purification Facility - Addendum No. 2

This addendum is comprised of pre-bid meeting notes, contractor questions, clarifications and sign in sheet from the pre-bid meeting.

GENERAL

1. A pre-bid meeting was held for the above referenced project at the Main Building of the Walter J. Sullivan Water Purification Facility on November 18, 2014 at 10 a.m. A copy of the sign-in sheet is attached for informational purposes.
2. Bids are due Thursday, December 4, 2014 at 2:00 p.m., to the City of Cambridge Purchasing Department, City Hall, 795 Massachusetts Avenue, Room 303, Cambridge, MA 02139.
3. The deadline for all questions is 11:00 a.m., Friday, November 21, 2014. Questions are to be directed to the City of Cambridge Purchasing Department via facsimile 617-349-4008 or email to: nsarao@cambridgema.gov.
4. Bidding is proceeding under M.G.L. Ch. 149. DCAM Certification is required in the category of Electrical to serve as a general contractor. There are no filed sub-bids.
5. The following summary of the project was presented:
 - a. Provide all equipment, install and make fully operable a rooftop solar PV array at:
 - The Walter J. Sullivan Water Purification Facility (WPF) Main Building – 153 kW
 - The Vehicle Storage Building (VSB) located adjacent to the WPF Main Building – 17 kW
 - b. Solar panels shall be flat, non-penetrating ballast mounting system, with height below the parapet of each building.
 - c. Each system is to be equipped with an inverter and all associated electrical connections to the WPF electrical distribution system.

- d. The WPF is 15 years old with an existing roof warranty still in effect for each of the Main Building and VSB. The Contractor will be responsible for maintaining the existing Versico roof warranty (Section 07009 – Maintenance of EPDM Roofing Warranty – inspections, penetrations by authorized roofing contractor, existing seam flashing by authorized roofing contractor, walkway pads).
- e. Office space (temporary) to be provided in the WPF Main Building – furnished cubicle. Contractor responsible for telephone, computer, cables, printer, facsimile, phone/internet connection services, office supplies, file cabinets, etc. (Section 01170 – Special Provisions)
- f. Designated staging/storage areas onsite (Section 01170 – Special Provisions).
- g. Coordinate work to maintain water treatment operations, with minimum notice of 3 business days in advance of activities that would impact such operations (such as chemical deliveries, power shutdown, access, routine O&M, repairs) (Section 01170 – Special Provisions).
- h. Contractor responsible for all permits including NSTAR Utility Interconnection Agreement (Section 16240 – Solar Photovoltaic System).
- i. Formal shop drawing review process (Section 01300 – Submittals).
- j. Contractor responsible for preparation of record drawings – AutoCAD, electronic deliverable (Section 01300 – Submittals). Design drawings will be made available by Engineer.
- k. Work by others: prior to start of Contractor’s work, the City will perform an infrared survey of the roof and perform all repairs.
- l. Contract duration: 240 calendar days (8 months)
- m. Bidding is by a single lump sum for entire job. Note that additional City forms are required as part of the bid submittal.
- n. A site visit was performed to the following facilities:
 - WPF: electric room, inverter location, roof
 - VSB: electric room; roof viewed from Main Building
 - Office space location
 - Staging areas outdoors

CONTRACTOR QUESTIONS

Text shown in “italics” indicates question asked on this project to date. Bold text shown immediately following indicates the response to the question asked.

1. *Are the solar panels to be flat for aesthetic purposes?*

Yes. The City has a strict ordinance regarding aesthetics and the solar panels are not to be seen from the surrounding areas.

2. *Confirm parapet height on each building.*

The parapet height on each of the WPF Main Building and VSB are 4 feet. Solar panel height is not to exceed the parapet.

3. *Can the driveway along the east side of the WPF Main Building be temporarily blocked?*

A section of the driveway closest to the building (east side of the WPF Main Building) may be periodically blocked-off no more than once per week on a short-term temporary basis to allow mobilization/demobilization of a crane or lift device to the adjacent staging area, only with the advanced approval of the City. Any blockage must be conducted in a manner such that the driveway remains passable to vehicle traffic and the bike path remains active.

4. *Was a structural analysis performed as part of the design effort?*

Yes. A comprehensive structural analysis based on the new 8th Edition Massachusetts State Building Code was performed to determine the roof areas suitable for solar panel placement.

5. *The insurance for the solar project require \$15M/\$15M in Umbrella Liability coverage. It is not typical to have this high of a limit on a construction/solar project. Umbrella limits are typically \$5M/\$5M. Could you please clarify if the \$15M/\$15M is in fact what the City requires? The cost to carry that high of coverage would add a significant cost for the project*

\$15M Umbrella Liability is what the City requires.

6. *The contract is requiring pollution liability coverage, as well as auto coverage to include coverage of hauling contaminants or pollutants. Are both of these pollution coverages required for this contract?*

Yes, both of these are required.

7. *Section 8.8.1 of the General Terms and Conditions is requiring an excess Umbrella Liability of \$15 million which is above the industry standard of \$10 Million. Will \$15 Million be required?*

\$15M Umbrella Liability is what the City requires

8. *Section 8.8.1 of the General Terms and Conditions calls for Railroad Protective Liability if the work is within 50 feet of a railroad. Google Earth appears to suggest that the railroad in front of the facility is abandoned. If this is the case, is this coverage still required?*

Yes, the insurance is required

9. *Section 8.8.1 of the General Terms and Conditions states, "The policy shall include endorsement CG 24 10, coverage for injury to leased workers." If leased workers will not be used, is this coverage required?*

Yes

10. *Section 8.4.1 of the General Terms and Conditions state "no cancellation of such insurance, whether by the insurer or by the insured, shall be valid unless written notice thereof is given by the party proposing cancellation to the other party and to the City at least fifteen (15) days prior to the intended effective*

date thereof, which date shall be expressed in said notice." A 15 day notice of cancellation is not industry standard (and most insurance companies cannot provide this), but a 30 day notice of cancellation is. Would that be acceptable?

At least 15 days notice of cancellation is required. Therefore, a 30 day notice of cancellation would meet this requirement.

ADDITIONAL CLARIFICATIONS

The following additional clarifications were offered:

1. When lifting materials to the roofs and during the course of all work, the Contractor will be responsible for protection of all skylights and equipment on the roofs.
2. Spare electric panels are available at each of the WPF Main Building and VSB electric rooms.
3. With the City's prior approval, temporary staging of cranes and/or lift equipment on the roadway between the Main Building and VSB is possible. However, Contractor must allow for chemical deliveries to the WPF and other facility operations and maintenance.

DIVISION OF BIDDING AND CONTRACT REQUIREMENTS

In INSTRUCTION TO BIDDERS, Section 4 (page 6), **DELETE** the words "no later than 4:00 pm" in the first paragraph.

TECHNICAL SPECIFICATIONS

1. In Section 01170 – Special Provisions, **ADD** after 1.12 the following:

1.13 PROTECTION OF ROOF TOP SKYLIGHTS AND EQUIPMENT

- A. Contractor shall take all precautions necessary to protect the skylights and all equipment located atop the roofs of each of the WPF Main Building and VSB throughout the course of the work. This includes, but is not limited to, the lifting of equipment/material to the roof. Any damage to skylights and/or equipment on the roofs shall be restored equal to that existing before damage was done, acceptable to the Engineer.

1.14 RECORD DRAWINGS

- B. Contractor is responsible for preparation of Record Drawings as specified in Section 01300.

2. In Section 01300 – Submittals, **ADD** at the end of 1.03 F. the following:

1.03 CONTRACTOR'S RESPONSIBILITIES

- F. Action Submittals
 10. Record Drawings

- a. No later than Substantial Completion, prepare and submit a record of all changes during construction not already incorporated into drawings.
 - b. Record Drawings shall be prepared in AutoCAD version 2013, to meet Engineer's standards. Engineer shall provide standards and electronic AutoCAD design drawings to Contractor.
 - c. Record drawings shall be submitted in hard copy – two sets.
 - d. Record drawings shall also be submitted electronically on CD-ROM as both AutoCAD file(s) and as Portable Document Format (PDF) with the printing function enabled. Each PDF record drawing shall be a separate single file labeled by sheet number.
 - e. Record drawings shall be field checked and reviewed by Engineer. Contractor shall be required to make any revisions identified.
3. In Section 01300 – Submittals, **DELETE** 1.03 G. 10 and renumber the remaining sections of 1.03 G.
4. In Section 01700 – Contract Closeout, **ADD** to Paragraph 1.01A the following:

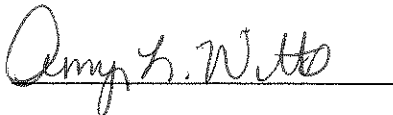
1.01 A. 6. Record Drawings (Section 01300).
5. In Section 16020 – Electrical, **DELETE** Paragraph 1.02 D. and **INSERT INSTEAD** the following:

1.02 D. Maintenance of Roof Warranty – 07009.
6. In Section 16240 – Solar Photovoltaic System, **ADD** to Paragraph 1.01 the following:

1.01 G. Upon installation, combination mounting rack and solar panel height shall not exceed the 4 foot parapet height of each building, respectively.
7. In Section 16240 – Solar Photovoltaic System, **DELETE** Paragraph 1.02C and 1.02D and **INSERT INSTEAD** the following:

1.02 C. All roof related work shall be performed in accordance with Section 07009.

All other details remain the same.



Amy L. Witts
Purchasing Agent

Addendum No. 2

Sign-in Sheet
Pre-Bid Conference
Tuesday, November 18, 2014 @ 10:00 AM
File No. 6633: Solar Energy Photovoltaic System and
Installation at the Walter J. Sullivan Water Purification Facility
City of Cambridge, MA

Name	Company	Address	Contact Information (Tel/Email)
Andrew Miller	CDM Smith	50 Hampshire St Cambridge	617-452-6532 miller.a@cdm-smith.com
Carol Rego	"	"	Rego.c@cdm-smith.com 603-760-6239
Barry Houston	Waterline Inc.	Phonakhome Seabrook, N.H.	BHouston@waterlineinc.com
Tim McDermott	CD	250 Fresh Pond Parkway Cambridge	617-349-4773 timcdm@cambridge-ma.gov
Mike Bonacci	CD	750 Fresh Pond Parkway	617 349-4999 mbonacc@cambridge-ma.gov
Allen Cheng	CD	" "	617 349 4783 a.cheng@cambridge-ma.gov